General instructions for searching the manual:

- 1. Click on the link to open the full document.
- 2. Click on the binoculars icon to open the Search pane
- 3. Type in the term you are interested in and click Search



4. A list of places in the document where the term is found will be listed under 'Results.' To jump to a specific reference, click on that entry.



students until December 31 of the year age twenty-three (23) is reached, through the end of the month of marriage, or until covered by another plan, whichever comes first.

Contributions and Coverage during Periods of Non-Pay Status

In order to maintain coverage under the Group Life Insurance, Optional Life Insurance, and Group Health Insurance Programs, employees who are in, or who contemplate being in, an extended non-pay status (i.e., leave without pay or suspension) for thirty (30) calendar days or more, shall be required to pay both the employee and employer contributions for such insurance, except as provided in paragraph D, below. When an employee is on approved unpaid leave under the Family Medical Leave Act, the employee will be required to pay only the employee contribution for group health insurance